Pre-Qualification

PROCUREMENT OF SOLUTION INCLUDING IMPLEMENTATION OF MASTER DATA MANAGEMENT AND BI TOOL SERVICES FOR BUREAU OF STATISTICS, GOVERNMENT OF THE PUNJAB UNDER THE PROJECT TITLED "DEVELOPMENT OF ONLINE STATISTICAL SYSTEM IN PUNJAB"

1. Punjab Information Technology Board (PITB), Government of the Punjab, invites proposals for Pre-Qualification from valid registered, reputable and well-experienced firms / companies etc. for "Procurement of Solution Including Implementation of Master Data Management and BI Tool Services for Bureau of Statistics, Government of The Punjab Under the Project Titled "Development of Online Statistical System in Punjab"".
2. The objective of this Pre-Qualification (PQ) is to invite proposals for subject task and to Pre-Qualify firms / companies etc. for RFP Stage. Complete scope of services and requirements are given in the PQ Document. The PQ Document carrying all details is available at **www.pitb.gov.pk** and **www.ppra.punjab.gov.pk**.
3. A single package containing Pre-Qualification Proposals, duly completed, signed, stamped, sealed and in complete conformity with PQ Document should be dropped, in the Tender Box, placed at Reception of the PITB office, 13th Floor, Arfa Software Technology Park, 346-B, Ferozepur Road, Lahore, no later than **1200** Hours on last date of submission of Pre-Qualification Proposals i.e. **27th September, 2022** and the proposals shall be opened at **1230** hours on the same date, as per PPRA Rules, 2014.
4. Income / Sales tax registration certificate and other documents as mentioned in PQ Document must accompany the proposals.

PITB management may reject all proposals at any time prior to the acceptance of a proposal, as provided under Rule-35 of Punjab Procurement Rules, 2014.

IPL # 9033

Director (Development & Procurement)
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PRE-QUALIFICATION DOCUMENT
No. 108092022-1

FOR

PROCUREMENT OF SOLUTION INCLUDING IMPLEMENTATION OF MASTER DATA MANAGEMENT AND BI TOOL SERVICES FOR BUREAU OF STATISTICS, GOVERNMENT OF THE PUNJAB UNDER THE PROJECT TITLED "DEVELOPMENT OF ONLINE STATISTICAL SYSTEM IN PUNJAB"

Punjab Information Technology Board (PITB)

13th Floor, Arfa Software Technology Park (ASTP), 346-B,

Ferozepur Road, Lahore, Pakistan

Phone: (+ 92) (42) (99000000), Fax: (+92) (42) (99232123)

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Abbreviations

Term	Definition
PQ	Pre-qualification
BOS	Bureau of Statistics
PITB	Punjab Information Technology Board
MDM	Master Data Management
BI	Business Intelligence
JV	Joint Venture

1 GENERAL

Punjab Information Technology Board (PITB) intends to invite Prequalification (PQ) proposals from interested applicant(s) for Procurement of solution including implementation of Master Data Management and BI tool services for Bureau of Statistics, Government of The Punjab Under the Project Titled “Development of Online Statistical System in Punjab”. All well-reputed, registered and established IT Firms having requisite technical, financial and managerial capabilities are invited to participate in the PQ process for the above said Project through submission of their proposals.

2 PURPOSE OF THIS DOCUMENT

The purpose of this document is to have understanding of the available competencies, solutions, tools and best practices including implementation of Master Data Management and BI tool services, as well as to prequalify eligible applicant(s), capable of accomplishing the tasks outlined in this document. The applicants are required to provide profiles of their firms comprising experience, personnel and financial strength along with proposed technical solutions including but not limited to the firm’s methodology and technology for implementing Master Data Management and BI tools.

TERMS AND CONDITIONS OF THE PRE-QUALIFICATION

Definitions

In this document, unless there is anything repugnant in the subject or context:

I. Applicant means the party which submits a proposal in response to this PQ Document.

II. "Authorized Representative" means any representative appointed, from time to time, by the Applicant, Purchaser or Client.

III. "Purchaser" means the Punjab Information Technology Board (PITB), or any other entity for the time being or from time to time duly appointed in writing by the Government to act as Purchaser for the purpose.

IV. "Client" means PITB, Government of the Punjab.

V. "Day" means calendar day.

VI. “Employer” means Purchaser and/or Client.

VII. “PQ Document” means the Pre-Qualification Document in consideration.

VIII. Joint Venture: A legal entity formed under the laws of Pakistan to submit a proposal and participate in subsequent tendering processes in response to this PQ Document. The Joint Venture shall comprise more than one but not more than four companies: at least one of the constituent firms must be registered and operating in Pakistan and shall be referred to hereinafter as the Lead Partner of the Joint Venture.

IX. "Person" includes an individual, an association of persons, firm, company, corporation, institution and organization, etc.

X. "Prescribed" means prescribed in the PQ Document.

Disclaimer

This PQ document for Procurement of solution including implementation of Master Data Management and BI tool services for Bureau of Statistics, Government of The Punjab under the project titled "Development of Online Statistical System in Punjab". ('the Project') contains brief information about the project and process for pre-qualification of applicants for RFP stage. The purpose of the document is to provide the applicants with information to assist the formulation of their PQ proposal and to pre-qualify interested Parties / Contractors for the RFP Stage.

While all efforts have been made to ensure the accuracy of information contained in this PQ Document, this document may not contain all the information required by the Applicants. The Applicants should conduct their own independent assessment, investigations and analysis and may prepare their proposals in the light of relevant experience and international best practices. Punjab Information Technology Board (PITB) or any of its employees or advisors/contractors, shall incur no liability under any law, statute, rules or regulations as to the accuracy or completeness of the PQ Document.

PITB reserves the right to change any or all conditions / information set in this PQ Document by way of revision, deletion, update or annulment through issuance of appropriate advertisement as the Client may deem fit in accordance with the PPRA Rules 2014. Participation in the PQ process does not qualify any applicant for the next stage of the procurement process.

PITB will not entertain or be liable for any claim for costs and expenses in relation to the preparation of the PQ proposal to be submitted in terms of this Document.

3 PROJECT BACKGROUND

On the directives of the Government of the Punjab, PITB seeks services of specialist solution provider/contracting firms who will be responsible for delivering an end-to-end solution for master data management (using a master data management tool and a data storage platform) and a business intelligence tool for reporting, visualization and analytics either directly or through engagement of local IT firm as their JV partner.

All Applicants are encouraged to establish a solid understanding of existing IT landscape of PITB which is hosting a tier 3 datacenter and providing managed services to most of the departments of Government of Punjab and take it into consideration while finalizing the new solution from functional, non-functional and infrastructure perspectives.

4 BRIEF SCOPE OF WORK

Purpose of the project is to implement a data management and business intelligence platform which full fills the needs to the various departments of government of Punjab with respect to master data management and business intelligence. Terms of Reference (TORs) include the following:

1. Create relevant technology architecture document.
2. Develop data model covering all the domains and layers and produce SMX and other supporting documents.
3. Implement a data quality/data cleansing control at the source/raw level.
4. Implement a Master Data Repository (MDR) by implementing all the mappings identified in the data modelling activity, this MDR will have all the confidential information as anonymized and classified.
5. Implement a data service bus as a consumer of the master data (MDR) to give access to clients via an API.
6. Implementation of analytical business dashboards (for details refer to Annexure B).
7. Provide high level plan for managed services to support the system up and running 24x7 with reliability and security.
8. Provide High level architecture for implementing Master Data Management and BI tools. A reference architecture is mentioned under Annexure C.

Note:

The applicants are required to submit their Pre-Qualification (PQ) and propose their own solution based on the information presented in the preceding paragraphs and their experience and international best practices. The applicant may propose additional features to the solution based on the understanding and best practices. The applicant needs to specify implementation and operational methodology and computing requirements of the solution in all respects, and with clear timelines and milestones.

5 INSTRUCTIONS TO APPLICANTS

5.1 Submission of Proposal

Applications for PQ containing separate Pre-Qualification Proposals, one original and one (01) copy should be submitted in separately sealed envelopes to be delivered into the Tender Box, placed at reception of Punjab Information Technology Board, no later than **1200 hours** on last date of submission of proposals i.e. **27th September, 2022.** Late proposals shall not be considered. Proposals shall be publicly opened in the Committee Room of Punjab Information Technology Board, 13th Floor, Arfa Software Technology Park, 346-B, Ferozepur Road, Lahore on **1230 hours** on **27th September, 2022.** In case the last date of proposal submission falls in / within the official holidays / weekends of the Purchaser, the last date for submission of the proposals shall be the next working day

PITB will host a Pre-PQ meeting at PITB premises (13th Floor, Arfa Software Technology Park, 346-B, Ferozepur Road, Lahore) at **12:00 pm** on **15th September, 2022.**

All the interested firms/companies are required to collect a Challan Form from the Procurement Assistant, PITB at above given address; to submit an amount of Rs. 1,000/- in PITB's account. The deposit slip should accompany respective proposal.

The proposals are to be prepared in English language. The applicants must provide complete information along with supporting documents. Any lapses to provide essential information may result in disqualification of the applicant.

All documents submitted by the firms should preferably be delivered in one Packet/parcel for ease of handling and to avoid loss of documents. Any misleading statement(s) or information by any applicant will result into disqualification at any stage.

The Applicants can seek any clarification regarding the project, pre-qualification documents or evaluation criteria from the following:

Primary Contact
Mr. M. Fahad Bhatti
Additional Project Director
Punjab Information Technology Board, Government of Punjab
1st Floor Arfa Software Technology Park, 346-B, Ferozepur Road, Lahore.
Email: m.fahadmasood@pitb.gov.pk
Office Phone: (+ 92) (42) (99000000)

Secondary Contact
Mr. M. Rizwan Ul Haque
Programme Manager
Punjab Information Technology Board, Government of Punjab
1st Floor Arfa Software Technology Park, 346-B, Ferozepur Road, Lahore.
Email: rizwan.haque@pitb.gov.pk
Office Phone: (+ 92) (42) (99000000)

Interested parties should note that during the period from the receipt of the proposal and till further notice from the Primary Contact, all queries should be communicated via the Primary Contact in writing or e-mail only. In the case of an urgent situation where the Primary Contact cannot be contacted, the interested parties may alternatively direct their enquiries through the Secondary Contact.

Interested Parties/ are also required to state in their proposals the name, title, fax number and e- mail address of their authorized representative through whom all communications shall be directed until the process has been completed or terminated.

The Employer will not be responsible for any costs or expenses incurred by interested parties in connection with the preparation or delivery of proposals.

5.2 Qualification Criteria

5.2.1 General

PQ will be based on all the criteria given in succeeding sections regarding the Applicant's financial soundness, experience, personnel and technical solution as indicated by the Applicant's responses in the forms given in this document.

5.2.2 Mandatory Basic Requirements

Only firms fulfilling the following basic requirements shall be considered for further evaluation (relevant documents to be attached):

6 REQUIREMENTS TO BE FULFILLED BY THE APPLICANT

I. Only well-established and reputed firms **(having local presence)**, with working experience in multiple countries, on assignments similar to the scope of work in this document, will be considered.

II. Certificate of Company/Firm Registration/Incorporation under the laws of Pakistan

III. Valid Income Tax Registration

IV. Valid Sales Tax Registration (Status should be active with relevant authority, if applicable)

V. Submission of undertaking that the firm is not blacklisted by any provincial or federal government department, agency, organization or autonomous body anywhere in Pakistan

6.1 Weightage/Marks

PASS MARKS: A technically eligible Applicant, based on conditions listed in this document, not meeting the 70% pass marks limit will be rejected in Technical Evaluation. All Applicants scoring greater than or equal to 70% of the marks and at least 50% marks in each category (from serial 2 onwards as mentioned in the table below) will be shortlisted for RFP stage.

The Applicants who have duly complied with the Evaluation Criteria will be eligible for further processing.

The Applicants which do not conform to the clause 6 will be rejected.

The Technical proposals shall be evaluated by the technical evaluation committee in the light of following evaluation criteria:

Sr. No	Evaluation Aspects	Max Marks
1	• Profile of the Applicant including relevant experience • Valid Income Tax Registration and Sales Tax Registration (Status = Active with Relevant Authorities) • Submission of undertaking that the firm is not blacklisted by any of Provincial or Federal Government Department, Agency, Organization or autonomous body or Private Sector Organization anywhere in Pakistan.	**Mandatory**
2	Relevant experience of delivering similar projects **(Up to 3 projects to be submitted – max marks for one project are 25)** • Master Data Management 9 (3 marks per project) • Public Sector project in Data Management 12 (4 marks per project) • Data Management with international project 21 (7 marks per project) • Previous Data Management project cost in PKR (similar projects) 33 (11 marks per project) 1. 100-200 Million **6** 2. 201-400 Million **8.5** 3. 401 above Million **11** For each project, Applicant shall provide a verifiable reference and contact details, evidence of delivery and details of solution delivered. Non verified projects will not be considered for technical evaluation.	**75 marks**

3	**Financial Strength/ Experience 25 marks** Average Annual Revenue of last three (03) years in PKR (Verifiable through audited financial statements) 501-750 Million **12.5** 751-1000 Million **17.5** Above 1 Billion **25**	**25 marks**
Total Points		**100**

7 OTHER FACTORS

Only firms that have been prequalified under this procedure shall be invited to bid. A firm can apply for pre-qualification individually or through JV (for details refer to Annexure D). If a firm submits more than one PQ proposals, all proposals involving such firm shall be rejected and stands disqualified.

The Purchaser may reject all proposals at any time prior to the acceptance of a proposal. The Purchaser shall upon request, communicate to any Applicant, the grounds for its rejection of all proposals, but shall not be required to justify those grounds. The Purchaser shall incur no liability, solely, by virtue of its invoking sub-rule (1) of Rule-35 of Punjab Procurement Rules, 2014 towards the Applicants. However, Applicants shall be promptly informed about the rejection of the proposals, if any (As per Rule 35 of Punjab Procurement Rules, 2014).

The Applicant shall bear all costs / expenses associated with the preparation and submission of the Proposal(s) and the Employer shall in no case be responsible / liable for those costs / expenses.

Annex-A

Letter of Application

[Letterhead paper of the Applicant including full postal address, telephone no., fax no., telex no. and e-mail address]

Date: .....

To: .....

.....

[Name and address of the Employer]

Sir,

1. Being duly authorized to represent and act on behalf of _____(hereinafter

   "the Applicant"), and having reviewed and fully understood all the PQ information provided, the undersigned hereby applies to be pre-qualified for the procurement of solution including implementation of Master Data Management and BI tool services under the project titled "Development of Online Statistical System in Punjab":

2. Attached to this letter are copies of original documents defining:

   (a) The Applicant's legal status;

   (b) The principal place of business;

   (c) The place of incorporation (for applicants who are corporations); or

   The place of registration and the nationality of the owners (for applicants who are partnerships or individually owned firms);

3. The Client and its authorized representatives are hereby authorized to conduct any inquiries or investigations to verify the statements, documents, and information submitted in connection with this proposal, and to seek clarification from our bankers and clients regarding any financial and technical aspects. This Letter of Application will also serve as authorization to any individual or authorized representative of any institution referred to in the supporting information, to provide such information deemed necessary and requested by the Employer or its authorized representative to verify statements and information provided in this proposal, or with regard to the resources, experience, and competence of the Applicant.

4. The Employer and its authorized representatives may contact the following persons for further information, if needed.

General and Managerial Inquiries	
Contact 1	Telephone 1
Contact 2	Telephone 2
Personnel Inquiries	
Contact 1	Telephone 1
Contact 2	Telephone 2
Technical Inquiries	
Contact 1	Telephone 1
Contact 2	Telephone 2
Financial Inquiries	
Contact 1	Telephone 1
Contact 2	Telephone 2

5. This proposal is made with the full understanding that:

   (a) Proposals by pre-qualified applicants will be subject to verification of all information submitted for pre-qualification.

6. The undersigned declare that the statements made and the information provided in the proposal are complete, true, and correct in every detail.

_____

Signature of the Applicant

Application Form A-1

General Information

All individual firms applying for pre-qualification individually or through JV are requested to complete the information in this form. Nationality information is also to be provided for foreign owners.

1	Name of Firm	
2	Head Office Address	
3	Telephone	Contact Person: Name: Title:
4	Fax	Telex
5	Place of incorporation/Registration	Year of incorporation/registration

General Experience

Name of Applicant

All individual firms are requested to complete the information in this form.

Starting Month Year	Ending Month Year	Year	Contract Name, Name & Address of Employer Brief Description of Works Executed	Role of Applicant

Application Form A-3

Similar Experience

Name of Applicant

On a separate page, using the format of Application Form A-4, each applicant is required to list all contracts of a similar nature and complexity to the contract for which the Applicant wishes to qualify, undertaken during the last three years. The information is to be summarized, using Application Form A-4, for each contract completed or under execution by the applicant.

Contracts of Similar Nature and Complexity

Name of Applicant

Use a separate sheet for each contract/project.

1	Name of Contract
	Country
2	Name of Employer
3	Employer Address
4	Nature of works and special features relevant to the contract for which the Applicant wishes to prequalify ---------- ----------
5	Contract Role (Tick One) (a) Sole Contractor (b) Sub- Contractor
6	Value of the total contract (in specified currencies) at completion, or at date of award for current contract Currency…… ….Currency…… Currency……
7	Value in Pak/Rs……
8	Date of Award……
9	Date of Completion……..
10	Contract Duration (Years and Months) as per signed contract _____Years_____Months

Financial Strength

Name of Applicant

Applicants should provide financial information to demonstrate that they meet the specified requirements. A copy of the audited reports/balance-sheets should be attached.

Bank	Name of bank	
	Address of bank	
	Telephone	Contact name and title
	Fax	Telex

All individual firms are requested to provide information related to annual turnover.

Annual Turnover		
Year	**Turnover (in Pak Rupees)**	**Turnover in Millions.**
1.		
2.		
3.		

Summarize actual assets and liabilities in Pak Rupees for the previous three years, based upon known commitments, projected assets and liabilities in Pak Rupees.

Financial information in Pak Rs.	**Detail of Last three year**		
	1	**2**	**3**
1. Total assets			
2. Current assets			
3. Total liabilities			
4. Current liabilities			
5. Profits before taxes			
6. Profits after taxes			

Firms owned by individuals, and partnerships, may submit their audit reports / balance sheets certified by a registered accountant.

Annex-B

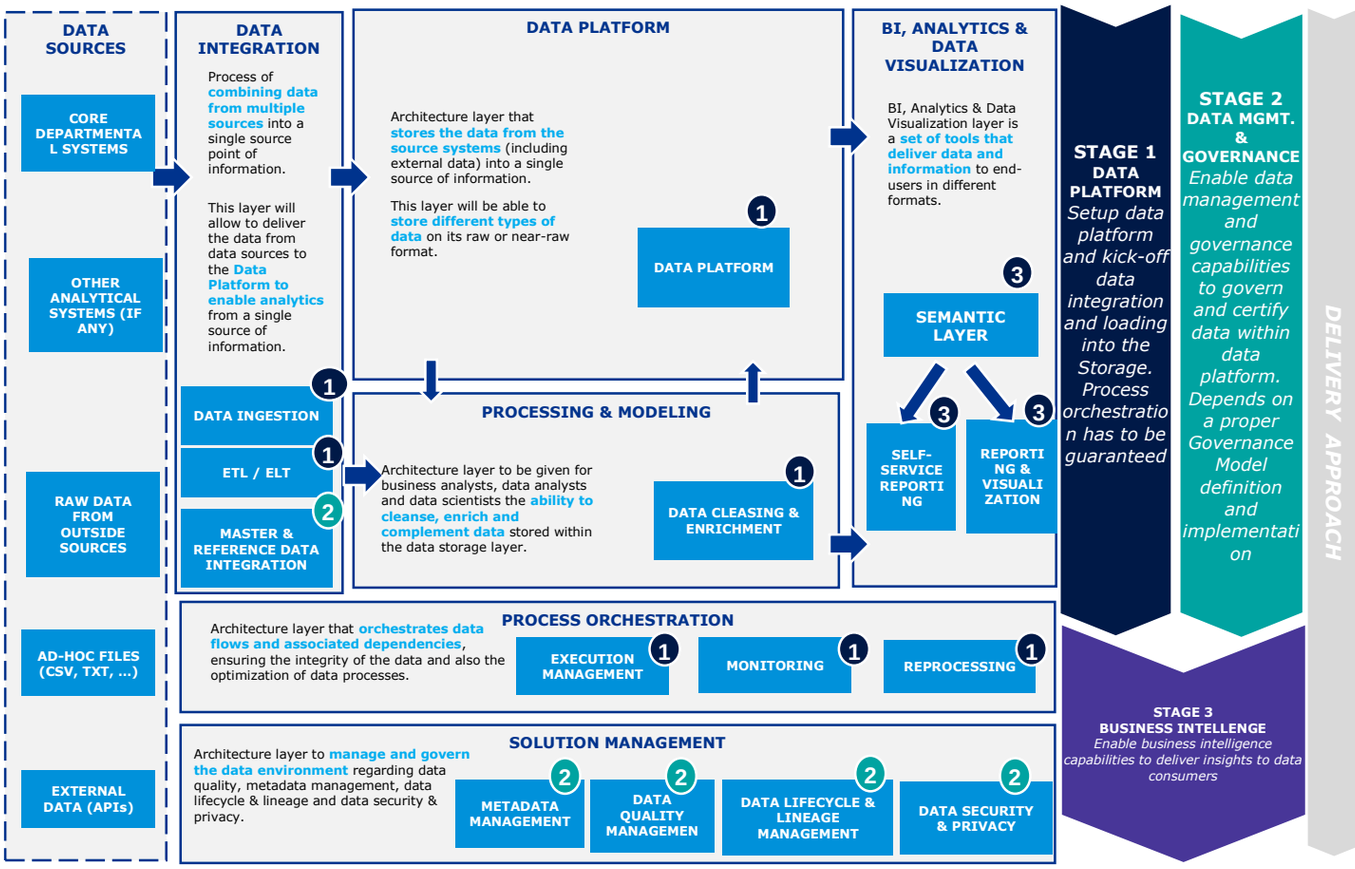
Sample Analytical Business Dashboard

Dashboard Name	Description
360 view of farmer	360 view of dashboard of farmer to include details of farmer including subsidy, training programs attended by the farmer and information regarding machinery & equipment distributed to them under national agriculture emergency program.
360 view of teacher and school	A 360 view dashboard of school and teacher to show following details: - Details of teacher - Details of support staff - Details of facilities - Inventory of various items - Infrastructure facilities - Teacher transfer history - AEO observations data - School performance data - Classroom observation data - Complaints data
School wise nutrition analysis	Correlation model to establish relationship between nutrition profile and promotion ration in a particular school
Routes analysis dashboard for school, hospitals and tourism spots	A dashboard to analyze information about tourist sites, schools, pupil using public transport, school timing, health centers and average number of visitors would enable transport department to better plan new routes and grant licenses to transporters to serve tourist sites, schools and hospitals. Information will enable department to plan routes based on students, average daily visitors to tourist spots and hospitals.
Improved User Experience for Tourists	Current tourism mobile app is just inventory of tourist sites with basic information. A new app with a better user experience and increased number of data points would increase the tourist footfall.

High Level Reference Architecture

This is a high-level reference architecture which may be implemented in different phases where each phase will provide its own set of features and capabilities.

Numbering shows the priority or sequence of implementation steps. Arrows describe the flow of information within the eco system.



Annex-D

Joint Venture/ Consortium

Following are minimum qualification requirements of JV:

1. The Applicant may form a joint venture. An Agreement Deed to that effect, legally executed and signed by all the partners shall be submitted with the PQ Proposal.

2. There must be at least one locally registered company (Partner) of good repute, with relevant experience and proven track record, in the joint venture.

3. One partner of the participating Joint Venture shall be designated the Lead Partner. If awarded the contract, the Lead Partner would enter into legal agreement with the Client on behalf of the Joint Venture and would receive instructions and incur liabilities.

4. All partners shall be jointly and severally liable for the execution of the Contract in accordance with the agreed terms and conditions. In case of award of Contract, the Contract Agreement shall be signed by the Lead Partner. All the partners shall be jointly and severally liable for the execution of the project in accordance with government rules and regulations.

5. For qualification criteria, the Lead Partner or JV Partner credentials are valid for evaluation.